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# Blue Heron Landing Events Venue

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## Information



NOVEMBER 12, 2022

**BLUE HERON LANDING**

**5915 PLEASANT VALLEY RD, WYLIE, TX 75098**

# INDOOR VENUE ONLY RENTAL – 2023 Rates

*\*See below for extras included in the hourly rental rate option. 4-hour minimum on Saturdays & Holidays*

## Hourly Rates for Indoor Venue, less than 60 guests

<b>Monday – Thursday</b>	\$250.00 per hour
<b>Friday &amp; Sunday</b>	\$300.00 per hour (3 hour minimum)
<b>Saturday</b>	\$375.00 per hour (4 hour minimum)

## Hourly Rates for Indoor Venue, 60 - 150 guests

<b>Monday – Thursday</b>	\$300.00 per hour
<b>Friday &amp; Sunday</b>	\$375.00 per hour (3 hour minimum)
<b>Saturday</b>	\$450.00 per hour (4 hour minimum)

*Holiday Hourly Rate = Saturday Rates (Friday-Sunday) – including New Year's Eve / NY Day, Valentine's Day, Easter Wkend, Memorial Day Wkend, 4<sup>th</sup> of July Wkend, Labor Day Wkend, Halloween Wkend, Thanksgiving Day and Weekend, Christmas Eve/Christmas Day.*

### \*\*Indoor Venue Pricing includes:

2800 sq. ft. climate-controlled indoor pavilion with large 1100 sq. ft. deck overlooking pond (and sunsets), access to outdoor areas.

- set up and break down of tables and chairs, configuration to accommodate your event and guest count (inside the new events hall and the outdoor deck space).
- 60" round banquet tables, 6ft rectangular tables, wooden folding chairs.
- In-house linens and décor (including centerpieces, ivy wall and lighted backdrops)
- Music Sound System, Pool Table, 75" TV.
- Fire pits on deck
- Loft overlooking hall/dance floor for DJ, band and/or Sweetheart Table.
- M/W Bathrooms, wheelchair accessible.
- Access to the venue's outdoor spaces – petting farm, children's play yard, sand volleyball court.
- Onsite parking, limited to ~75 spaces.

*\*Add-on Event Amenities and Extra Entertainment Activities may be selected for additional cost*

## SATURDAY WEDDING EVENT PRICING & AMENITIES

# \$4,500\*

\*Pricing based on 8 - 10 hours and Saturday rental; Package pricing can be adjusted for non-Saturday dates and additional hours, as needed. Excludes Holidays – Holiday Rate Adjustment will be Applied.

- Up to 150 guests - \$4,500 for Saturday All Day Event (8-10 hours)

### AMENITIES INCLUDED IN THIS PACKAGE PRICE:

- Access to / Choice of your ceremony site around the 6.5-acre property: gazebo on the peninsula, wooded nature trail, serenity garden, Victorian covered patio, and balcony, wrap around porch, indoor climate-controlled pavilion, or outdoor deck, sunset ceremony beside the wooded pond backdrop, traditional southern lawn, etc.
- 1-2 hour for rehearsal prior to event date, based on availability.
- Bridal/engagement photo shoot time, based on availability.
- Set up of all tables and chairs.
- Wooden folding chairs (brown, plantation chairs).
- 60-inch round, or 6-8 ft rectangular tables for your reception (based on configuration and guest count).
- Special Sweetheart Table
- 6-8 ft rectangular tables (food, cake, gifts, guest book, unity candle, sand ceremony, etc.).
- Unique, charming 1886 Victorian Bridal Suite with upstairs and downstairs get-ready rooms, 180-degree view of property, with 2 bathrooms and kitchen, outdoor decks up and down overlooking pond, fireplaces indoor/outdoor.
- Rustic Groom's Room, private half bath, pool table, TV, deck, access to the Serenity Garden for meditation and reflection before ceremony.
- 1100 square foot deck extends over pond, with fire pits
- Various ice tubs, including antique clawfoot tub; ice available on-site (limited) small fee.
- Table linens and chair covers available\*\* (various sizes for layering; colors include ivory, icy blue, black, gold – icy/slate blue, royal blue, dusty rose, champagne/ gold). \*\*add laundry fee.
- In-house rustic table and ceremony decorations available.
- Portable PA system and microphone (large Bluetooth Speaker).
- Fireworks, Sparklers are custom add-on options for a fee (outdoors in designated areas by venue employee).
- Flexibility to invite your own caterer and other vendors, Food Trucks welcome!
- Friendly Pets involved in ceremony – with preapproval.
- On-site Parking (limited approximately 75 spots).
- Access to the venue's outdoor spaces – children's play yard, sand volleyball court, Serenity Garden and Nature Trail. Petting Farm access with Treats to feed the animals.
- On-site management and event hostess to assist with the venue logistics.
- **NOTE:** "Day-of" Wedding Coordinator (designated point-of-contact) is required to direct 'your event logistics' and your subcontracted vendors. If you do not have one, we can arrange, for additional cost.

NOTE: As the owner of Blue Heron Landing, my goal is to help make sure we satisfy your requirements for your special event. I am flexible to tailor and customize a package that works for you. Please don't hesitate to ask.

### Contact:

Michele Caputo

Owner and Chief Entertainment Office (CEO)

Cell: 972-740-1561

Email: BHLEventsTX@gmail.com

**OPEN VENDOR POLICY & RECOMMENDED VENDORS:** Upon booking we can provide a list of preferred vendors we use locally, familiar with our venue:

- Restaurants/caterers, food trucks, bar service
- Bakery / Wedding Cake,
- Floral,
- Wedding planners/Day of Coordinators, even Travel Planners for your Honeymoon,
- Photography / videography,
- DJ, live music, professional entertainers
- Officiants

**OTHER ADD-ON SERVICES:**

Alcohol served or consumed on the premises must be in compliance with Texas Alcoholic Beverage Commission (TABC) regulations.

» Customer will hire TABC certified bartenders to serve alcohol, per contract.

» Customer will hire an off-duty police officer / security guard(s) to monitor an event in which alcohol is present, per contract.

**Estimates for Customer Planning Purposes:**

» TABC Licensed Bartending Service ~ \$40 - \$50 per hour / three hour minimum\* (*estimated*)

» Security Guard ~ \$50 per hour / 4-hour minimum thru end of reception\* (*estimated*)

**Photo Shoots – By Appointment**

\$50.00 per hour (up to 2 hours)

**Terms & Conditions (Further Detail included in Events Contract):**

All times include decorating, set up, and clean up time.

A responsible adult must be present the entire time of rental.

**Payments - Deposit & Balance:**

» **The 50% Save the Date Payment\* is due with Signed Contract** - Half of your venue rental /event price.

» Final payment is due 60 days prior to the event.

» Cash, Venmo or Zelle accepted.

» There is a **3.5% fee for use of debit/credit cards, or other fee-based payment methods.**

» There is a \$35.00 charge for any returned checks.

» A \$500.00 damage deposit is due with Final Payment 60 days prior to the Event.

**NOTE: The 50% Save the Date payment and a signed contract is due upon booking to secure the date.** The Save the Date payment is non-refundable, but will be applied to the final balance. For events booked fewer than 60 days out, the total amount is due at booking. If payment is not received when due, the date will be forfeited. For events booked more than 60 days out, **the final balance is due 60 days prior to the event date.**

A \$500 Venue Damage Deposit is required for any broken rules, damage, or clean-up costs. As long as the property is left as it was found, the damage deposit will be returned within 1-2 weeks after the event.

**Changes of Date / Cancellation Policy:**

Any event date change must be arranged 60 days prior to the event. Changes made after the deadline will result in a 50% loss of deposit. If the event is cancelled within 30 days of the scheduled date, NO refund will be given. If the event is

cancelled 31-59 days of the scheduled date, a 50% penalty will be incurred. Rescheduling may be an option if arranged prior to final payment (60 days in advance of Event Date).

Alcohol (Refer to Contract for Further Details):

Alcohol is permitted but limited to beer, wine, champagne, and one 'signature mixed drink' mixed by bartender...no shots or straight liquor. Whether supplied by the caterer or BYOB, a licensed/insured bartender will be required at the customer's expense. All alcohol will be stored and served from behind the bar. NO alcohol will be served to minors. \*\*BYOB means the event host may bring the alcohol...NOT the individual guests\*\*

**Violation of the alcohol policy results in forfeiture of the entire \$500 security damage deposit.**

Security Officer:

A security officer is required at the customer's expense for any event with 50 or more guests. A second officer may be required for more than 100 guests. Other events may require security at Blue Heron Landing Management discretion.

**\*\* Security required through end of event, if extending stay beyond reception end.**

Outside Vendors:

Outside vendors are welcome if they are insured. Caterers who provide alcohol must be licensed to do so. Food Trucks also welcomed.

Decorations:

Blue Heron Landing does not allow glitter, loose /floating balloons, confetti, or confetti in pinatas. Birdseed, or sparklers are allowed in outdoor grounds areas (not on patios/deck or indoors). Command hooks are allowed, but screws, nails, and staples are not. Do not hang anything from the ceiling, conduit, or wall décor. Candles are allowed but only if enclosed in glass. Battery-operated candles are preferred.

All decorations are preapproved / prearranged with the BHL Events Coordinator **DO NOT USE TAPE or any Adhesive ON WALLS/PAINTED SURFACES OR FLOORS.** You are responsible to tell your vendors and inform them of all venue rules.

Clean Up:

The kitchen area should be wiped down, and any food, drinks, or decorations must be removed from the building. All trash must be bagged and placed in receptacles outside. The bathrooms should be left as they were found. Any spills should be cleaned immediately because of the danger of falling. Make sure to allow enough time at the end for clean-up.

If everyone is not out of the venue by the allotted time, your security deposit will be forfeited, including guests & vendors.

Blue Heron Landing is smoke and vape free. Please no smoking in or around the buildings, or near the animals. A designated smoking area with receptacles may be arranged for additional fee near the parking lot and away from animals/buildings. Please do not litter on the property, or in the pond, including butts. Please respect the property, nature and the wildlife. **Clean-up fee taken out of deposit for littering / cigarette butts – starting \$100.**

**DECORATIONS / LANDSCAPING:** Special requests for decorations above the normal in-house decor – add \$200 (i.e. covering windows/doors, taking any décor down or moving ivy wall, or in-house string lights.

No storing décor or other party supplies overnight – we do not have the space, and this interferes with other events.

- No confetti,
- No Pinatas
- No water balloons
- No balloons tied to deck or loose balloons around property
- No helium balloons loose inside or outside

**DAMAGE / SECURITY DEPOSIT DEDUCTIONS:** \$100 Security Damage Deposit Deductions, per violation of contract policies, including but not limited to the following infractions:

- Removing glass stones and rocks from firepits
- Burning anything in gas firepits, or damage to elements
- Removing decorative rocks from fountain base or other landscape areas
- Throwing rocks, trash or anything in the Fountain
- Throwing rocks, or any objects into animal pen
- Damaging landscaping, trees, shrubs, flowers

**GUEST COUNT / PARKING:**

- Overage on guest count more than 10% - rates adjusted – TBD cost based on added headcount taken from security deposit and \$250 minimum for unplanned contract changes. Final RSVP headcount required 1 week in advance of the event date.
- Parking is Limited to 75 parking spaces – event gate shut once parking capacity reached (as of November 2022)
- **NO Overnight parking – cars towed and \$100 penalty taken from deposit per vehicle**
- Special requests for decorations above the normal in-house decor – add \$200-\$400.00 (i.e. covering windows/doors, taking any décor down or moving ivy wall, or in-house string lights. Based on requests and labor/hours.

**Renting Basics:**

- » Management / Blue Heron Landing and/or its staff shall not be liable for any loss, damage or injury to customers or patrons.
- » Management / Blue Heron Landing and/or its staff is not responsible for loss or damage due to an equipment failure that may result from an act of God.
- » Management / Blue Heron Landing and/or its staff has the express right to remove individuals who direct abusive behavior toward staff, personnel or agents of Management.

**Rentables:**

We have a selection of decor, table decorations, votives, serving pieces, games available for rent. Once selected and paid for, these items will be ready for use on the day of the event. If a Rentable gets damaged or broken, the customer will be held responsible for proper repair or replacement.